

LINNET (UK) LIMITED

Privacy Policy

Our contact details

Linnet (UK) Limited, 20 Chambers Way, Thorncliffe Park Industrial Estate, Chapeltown, Sheffield S35 2PH England. Tel: +44 114 2202266. Email: info@linnetuk.co.uk

The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics
- your name, date of birth, e-mail address, postal address and telephone number

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you i.e. you may give us your information in order to communicate with us via various web form/s or e-mail, telephone and postal communication.

We also receive personal information indirectly, from the following sources in the following scenarios i.e. Enquires made through our website, via e-mail communication, telephone contact or postal communication

We use the information that you have given us in order to

- to provide you with the services, products or information you have asked for;
- where we need to perform the contract, we are about to enter or have entered with you;
- to provide you with marketing communications;
- where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests;
- where we need to comply with a legal or regulatory obligation; and
- to keep a record of your relationship with us

Your personal data is stored with us only and will not be shared with any third parties unless such is required to fulfil our contract terms with you.

We will never share or sell your personal data with any third party that intends to use the same for direct marketing purposes.

We will never transfer or store any of your personal data outside of the United Kingdom.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

- (a) Your consent. You are able to remove your consent at any time. You can do this by contacting Linnet (UK) Limited, 20 Chambers Way, Thorncliffe Park Industrial Estate, Chapeltown, Sheffield S35 2PH England. Tel: +44 114 2202266. Email: info@linnetuk.co.uk
- (b) We have a contractual obligation.
- (c) We have a legal obligation.
- (d) We have a vital interest.
- (e) We have a legitimate interest.

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How we store your personal information

Your information is securely stored.

Taking into account our need to answer queries or resolve issues, to provide improved and new products and services and to comply with legal requirements under relevant laws, we will only retain your personal data for as long as is necessary to achieve these purposes. This means that we may retain your personal data for a reasonable period after your last interaction with us on the basis that we have a legitimate business reason for retaining it.

When the personal data that we have collected is no longer required in this way, we will destroy or delete it in a secure manner.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at

Linnet (UK) Limited, 20 Chambers Way, Thorncliffe Park Industrial Estate, Chapeltown, Sheffield S35 2PH England. Tel: +44 114 2202266. Email: info@linnetuk.co.uk if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at Linnet (UK) Limited, 20 Chambers Way, Thorncliffe Park Industrial Estate, Chapeltown, Sheffield S35 2PH England. Tel: +44 114 2202266. Email: info@linnetuk.co.uk

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire SK9 5AF

Helpline number: 0303 123 1113

Date: 04/01/2024